Navigators of the Future - Change the World, Apply Here



Project Title	Navigators of the Future - Change the World, Apply Here
Summery	Create a Job Fair Program where Bay Area Federal agencies organize and host job fairs open to all federal agencies on a quarterly basis. Create a guidebook based on SFFEB's successful job fair, publish, and market to federal agencies.
Country	United States

Project Description

SFFEB executed two job fairs in 2019 and would now like to have VSFS interns develop a program for other agencies to replicate our program. Specifically, this project would incorporate best practices from SFFEB's job fair, identify other federal agency best practices from around the country, contact college career counselors for advice, develop a toolkit, checklist, suggested timeline, tasks, points of contact, and an implementation plan. Tasks

- 1. Create a Job Fair Toolkit based on SFFEB information as well as other local federal agency job fair resources.
- 2. Gather needs from college career counselors for best practices.
- 3. Work with local BOREN universities and land-grant colleges for best practices.
- 4. Create non-compete eligibility one-pagers based on SFFEB template.
- 5. Come up with a suggested implementation plan.
- 6. Time permitting, implement plan.
- 7. Give a presentation to the FEB Governing Council for input.

Required Skills or Interests

Design thinking Editing and proofreading Educational design Graphic design Marketing

Skill(s)

Research Writing

Additional Information

The San Francisco Federal Executive Board supports 45,000 Federal Employees and 461 agencies & offices in the nine-county Bay Area. We also assist the nearly 110,000 Federal Employees in California who live north of Bakersfield.

https://www.sffeb.us

Mission: We are the hub of the Bay Area Federal agencies, connecting through communication, coordination and collaboration. SFFEB focuses on three areas of federal management: emergency preparedness, workforce development and intergovernmental collaboration. SFFEB is a leader in cross-agency communication and collaboration, implementing national initiatives, and creating leadership development and training opportunities.

Values: Public Service, Integrity, Diversity, Stewardship, Community, Collaboration

SFFEB commits to holding seminars for VSFS interns on federal government job search and applications, the benefits of federal employment and other topics.

Language Requirements

None